(Diprint diatas KOP SURAT)

BANDUNG/JAKARTA/ETC/…, TGL BULAN TAHUN

Visa Section of  
THE EMBASSY OF HUNGARY   
JL. H. R. RASUNA SAID NO.1, KAV. X-3, SETIA BUDI, KUNINGAN, KUNINGAN TIM.,   
JAKARTA INDONESIA

RE : TOURIST VISA APPLICATION

Dear sir/madam,

With this letter, I would like to inform that I the undersign

Name : XXXXX (Nama Pimpinan/Manager/HRD)  
Position : XXXXX (Jabatan)  
Contact No. : XXXXX (No. Kontak Priibadi)  
  
Herewith to certify,  
Name : XXXXX (Nama Peserta/Aplikan)  
Position : XXXXX (Jabatan)  
No. Passport : XXXXX ( Sesuai Passport yang berlaku)

And his/her spouse:  
Name : XXXXX (Nama Peserta/Aplikan)  
Position : XXXXX (Jabatan)  
No. Passport : XXXXX ( Sesuai Passport yang berlaku)

(They/He/She) will be travelling to Schengen Country Hungary, Austria, and Germany from Oct 25th 2023 until Nov 8th 2023. (Enclosed the itinerary)  
And (They/He/She) will continue back to Schengen country Switzerland on … to …  
Due to tight schedule an availability on slot/appointment, I would appreciate if you could grant (They/He/She) the necessary Multiple Entry visa

I guarantee (They/He/She) will not seek for any employment or permanent stay.  
All expenses will be borne by (Nama yang membiayai).

Your kind assistance will be highly appreciated.

Sincerely Yours,

Tanda Tangan dan stempel  
(Nama Pimpinan/Manager/HRD)